

POLICY NO: 5-5 PROPONENT: AETV-HUB-EH DATE:

SUBJECT: Retention of Government Quarters During Unit Deployments

1. References:

a. Army Regulation 210-50, Housing Management, 26 February 1999

b. USAREUR Regulation 210-50, Housing Management, 25 August 1992.

c. 104th Area Support Group, Housing Management SOP, 15 March 1999.

2. Purpose: To establish policy for retention of assigned quarters upon deployment to dependent restricted areas.

3. Applicability: This policy applies to all personnel, assigned to units, agencies, and activities located in the 414th Base Support Battalion (BSB) area of responsibility, residing in government controlled quarters.

4. Objective: To maintain quality of life for deployed soldier's family members occupying government controlled housing and private rental housing (PRH).

5. Policies:

a. Upon receipt of deployment notification, all soldiers residing in government controlled and private rental housing are to notify the 414th BSB, Housing Division, Family Housing Office, DSN 322-8151/8318 or CIV 06181-88-8151/8318, of their deployment.

b. Families of soldiers being deployed will retain housing until the soldier completes his normal tour.

c. Personnel, with families who elect to send their families home for the duration of their deployment, are required to appoint a house sitter to ensure their property is protected and to occasionally air/check the quarters.

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d. Personnel being deployed must contact the Housing Office and provide written memorandum of the name and telephone number of the appointed house sitter before deployment.

e. Personnel who would be within their normal DEROS, upon completion of their dependent restricted tours, may elect to terminate their assigned quarters and send families home early.

f. Personnel residing in private rental housing must contact the 414th BSB, Housing Division, Housing Referral Office, DSN 322-8071 or CIV 06181-88-8071, in order to make arrangements for payment of rent and utilities during their absence.

g. All personnel being deployed must appoint a responsible individual with power of attorney who would be responsible for providing keys and accompanying the DPW/commercial work force should emergencies arise during their absence.

6. Effective: This policy will remain in effect as long as units are being deployed to dependent restricted areas.

7. Proponent for this policy is the Chief, Housing Division, Directorate of Public Works, 414th BSB, DSN 322-8982.

8. This policy supersedes Commander's Policy 5-5, 4 June 1999.

JERRY L. MRAZ
LTC, AG
Commanding

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